

POLL WATCHER DESIGNATION INSTRUCTIONS

For County or incorporation elections:

In person or mail:	Attention: Vanessa Innocent	Supervisor of Elections Office 2700 NW 87 th Avenue; Miami FL 33172
E-mail:	Vanessa Innocent	innocen@miamidade.gov
Fax:	Attention: Vanessa Innocent	305-499-8547
<i>Receipt of E-mail / Fax transmissions must be verified or confirmed prior to deadline.</i>		

For municipal elections and candidates: Submit documents to the corresponding municipal clerk.

Deadlines/Requirements: *Florida Statute 101.131 (2)*

Election Day: "Each party, each political committee, and each candidate requesting to have poll watchers shall designate, in writing to the supervisor of elections, on a form prescribed by the division, **before noon of the second Tuesday preceding the election** poll watchers for each polling room on election day."

Early Voting sites: "Designations of poll watchers for early voting areas shall be submitted in writing to the supervisor of elections, on a form prescribed by the division, **before noon at least 14 days before early voting begins.**"

Submitting the list before the deadline will allow for substitutions if a Poll Watcher is not approved. **No list, changes or substitutions will be accepted after deadline - NO EXCEPTIONS!**

The list must be submitted using the correct Form DS-DE 125 (see sample) and must be signed by the candidate, the chair of the party or the chair of the Political Action Committee. Any unsigned list will be rejected.

The list can be submitted to our office or sent electronically to Vanessa Innocent's County email address: innocen@miamidade.gov

Assignment of Poll Watchers:

Each political party, political committee with expressed interest in an issue on the ballot, and each candidate may have one watcher in each polling room or early voting area at any one time during the election; therefore, if more than one poll watcher goes to any one precinct or early voting site, the Clerk will be responsible for ensuring that only one representative is present for that particular party, political committee, or candidate.

Poll Watcher Approval:

Florida Statute 101.131 (2) - "The Poll Watchers for polling rooms shall be approved by the supervisor of elections on or before the Tuesday before the election. Poll Watchers for early voting areas shall be approved by the supervisor of elections no later than 7 days before early voting begins."

Florida Statute 101.131 (3) - "No candidate or sheriff, deputy sheriff, police officer, or other law enforcement officer may be designated as a Poll Watcher."

The approved list will be provided to the Precinct Clerk or Early Voting Clerk prior to the election. Poll Watchers must show the Clerk a photo identification and the badge issued by the Elections Department in order to be allowed in the polling room. Anyone not on the approved list will not be allowed entry into the polling room. Poll Watchers must wear the identification badge provided by the Elections Department at all times while in the polling room or early voting area.

DESIGNATION OF POLL WATCHERS FOR: _____

(Specify Applicable Election)

Pursuant to Section 101.131, Florida Statutes, I request that the following persons (none of whom is a candidate or a sheriff, deputy sheriff, police officer or other law enforcement officer), who are qualified and registered voters of the county in which they will serve, be approved as poll watchers for (*check only one*):

☐ **EARLY VOTING**☐ **ELECTION DAY**

1. Printed Name: _____ Date of Birth (mm/dd/yy): _____

Address: _____

Location of Polling Room or Early Voting Site: _____

2. Printed Name: _____ Date of Birth (mm/dd/yy): _____

Address: _____

Location of Polling Room or Early Voting Site: _____

3. Printed Name: _____ Date of Birth (mm/dd/yy): _____

Address: _____

Location of Polling Room or Early Voting Site: _____

4. Printed Name: _____ Date of Birth (mm/dd/yy): _____

Address: _____

Location of Polling Room or Early Voting Site: _____

NOTE: If more lines are needed to designate poll watchers, use DS-DE 125 continuation page(s) and attach to this page. Only sign this top form, but the page count entry must be completed on the bottom of this page.

Check applicable box and fill in the blank lines:

☐ I am a **candidate** for _____ in this election.

☐ I am the **chair** of the County Executive Committee of the _____ Party.

☐ I am the **chair** of _____ Political Committee.

Printed Name

Signature

Date

Address

Phone

Attention: This form is due to the Supervisor of Elections:

- For Early Voting, no later than noon of the 14th day before early voting begins.
- For Election Day, before noon of the second Tuesday preceding the election.

(This form becomes a public record when submitted to the Supervisor of Elections.)

Page 1 of _____ pages.

1.	Printed Name: _____	Date of Birth (mm/dd/yy): _____
	Address: _____	
	Location of Polling Room or Early Voting Site: _____	
2.	Printed Name: _____	Date of Birth (mm/dd/yy): _____
	Address: _____	
	Location of Polling Room or Early Voting Site: _____	
3.	Printed Name: _____	Date of Birth (mm/dd/yy): _____
	Address: _____	
	Location of Polling Room or Early Voting Site: _____	
4.	Printed Name: _____	Date of Birth (mm/dd/yy): _____
	Address: _____	
	Location of Polling Room or Early Voting Site: _____	
5.	Printed Name: _____	Date of Birth (mm/dd/yy): _____
	Address: _____	
	Location of Polling Room or Early Voting Site: _____	
6.	Printed Name: _____	Date of Birth (mm/dd/yy): _____
	Address: _____	
	Location of Polling Room or Early Voting Site: _____	
7.	Printed Name: _____	Date of Birth (mm/dd/yy): _____
	Address: _____	
	Location of Polling Room or Early Voting Site: _____	
8.	Printed Name: _____	Date of Birth (mm/dd/yy): _____
	Address: _____	
	Location of Polling Room or Early Voting Site: _____	
9.	Printed Name: _____	Date of Birth (mm/dd/yy): _____
	Address: _____	
	Location of Polling Room or Early Voting Site: _____	

* List is subject to the Elections Department verification of qualifications.

GUIDELINES FOR POLL WATCHERS

All Poll Watchers must observe the “Guidelines for Poll Watchers.” The Clerk has the authority to remove from the premises any Poll Watcher who does not abide by these guidelines or in any other way interferes with the voting process.

Any questions regarding Poll Watcher designations and procedures should be directed to Vanessa Innocent at 305-499-8342 or via email at innocen@miamidade.gov

Poll Watchers shall:

- Upon their arrival at the precinct or Early Voting site, give their name and show photo identification and the badge issued by the Elections Department to the Precinct Clerk or Early Voting Clerk. The Clerk will verify that he or she is on the “Poll Watcher Designation List.”
- Wear the identification badge provided by the Elections Department at all times while in the polling room or early voting area.
- Be allowed within the polling room or Early Voting room to watch and observe the conduct of the voters and the officials. The Clerk will direct any Poll Watcher to a designated area away from the registration table, voting equipment, and ballot table. **Poll Watchers may not walk around the voting area.**
- Furnish their own materials and necessities such as a chair and pen. Poll Watchers may not use the precinct or Early Voting site phone at any time.
- Be allowed to inspect the precinct registers or Early Voting voter certificates only when the officials are not processing electors.
- Inform the Clerk if they wish to challenge a voter’s right to vote. The Clerk will follow the procedures for a challenged voter.
- Inform the Clerk if they see or hear anything that does not comply with election laws. **Poll Watchers may only speak to the Clerk.** If the Poll Watcher is not satisfied with the explanation or action taken, he or she may call the Elections Department at 305-499-8499 during countywide elections or 305-499-8342 during municipal elections.
- **Not** interact with voters.
- **Not** provide assistance to a voter while serving as a poll watcher.
- **Not** use cameras, including cameras from cellular phones.
- **Not** take radios, television sets or newspapers to the polls.
- **Not** wear or display any political party, candidate’s name, or other campaign materials.
- **Not** obstruct the orderly conduct of any election.
- **Not** come closer to the officials’ table or the voting booths than is reasonably necessary to perform their functions.

Any member of the public (including candidates, political and government officials and representatives of the media) may witness the opening and closing procedures, but may not speak to or interfere with the Election Board in any way.